

Wisconsin ServicePoint Steering Committee

Meeting Minutes of May 27, 2004 (Madison)

PRESENT:

Karen Smith (*Western Dairyland*); Jennifer Allen (Forward Services); Mike Fatica (*Entech*); Aubre Wellens (*Shalom Center*) (Co-Chair); Kathie Walker (*SDC*); Loren Hoffman (*BOH*); Tanya Wagner (*BOH*) (Co-Chair); Mary ClaySantineau (*Starting Points*) (Co-Chair); Patti Abbot (Hope House); Jen Rubin (*WCADV*)

LES GREICAR BOWMAN INTERNET SYSTEMS PRESENTED THE NEW REPORTING TOOL:

- ❖ **Reporting Solution: Best-of-Breed Software (COGNOS)** Bowman Internet Systems is partially abandoning the progression of their homegrown report software ReportWriter and are instead partnering with Cognos ReportNet. Cognos is a web-based enterprise reporting tool that collates reports in a separate database therein speeding up the processing in the database that users enter their client information into, Cognos can facilitate scheduled batch reporting jobs, has many different formats, can be automated, and is fully secure.
 - **Strategic Issue:** There is a fee for the software license that is above and beyond the licensing fee for ServicePoint.
 - Solution:** Centralize the reporting capacity at the BOH and automate the general agency reports, therein relieving agencies from having to run their own reports. Select those agencies that will actively run reports and might run continuum-wide reports and underwrite or subsidize these licenses. Sell the new software solution as a way to support the agency by helping them not have to run their own reports. Sell the new software as a comprehensive way to get good data out of WISP.

POLICY DISCUSSION – HIPAA

- ❖ **Is ServicePoint Subject to the rules of HIPAA?** The committee discussed whether or not the HMIS falls within the jurisdiction of HIPAA. It came down to the question of -- is the HMIS a health plan, a health care clearinghouse or a health care provider to which the answer was no, but that some of the agencies required to input their data are one of the above. The committee discussed the implication of Domestic Violence Service Agencies and PATH Agencies and the role of business associate contracts. Everyone agreed that the state should be a proactive as possible is defining the parameters.
 - ✓ **(Action Item)** Talk to a lawyer or the attorney general's office, ideally.

Mary ClaySantineau passed gave copies of Starting Point's Releases of Information and other HIPAA information was distributed.

COMMITTEE COMPOSITION

- ❖ Marnie and Marcie both moved on to different jobs and thus the committee must fill their spots. We discussed keeping representation in Madison and Waukesha. The committee agreed to invite Adam Smith from Porchlight and Joana Hemschmeyer from Waukesha Housing Authority as their committee replacements. We also discussed the issue that DV agencies don't seem to show up the Steering Committee meetings and decided once again to look for an organization that would like to participate. WCADV said they would submit a list of potential agencies that might like to participate.
 - ✓ **(Action Item)** Invite Adam and Joana and one of WCADV's recommendations to join the steering committee.

OTHER ACTION ITEMS

- ❖ Digitalize the Client Consent Video and post it to the BOH Web site.
- ❖ Translating the Client Consent into Spanish and Hmong
- ❖ Fixing the mainstream resources question in the WI Assessment in WISP to include food stamps